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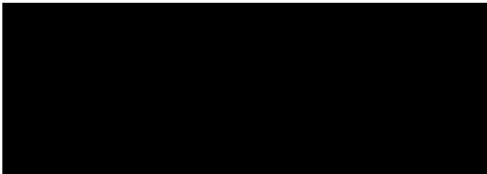
MEMORANDUM FOR: Executive Officer, Office of ELINT  
Executive Officer, Office of Research & Development  
Executive Officer, Office of Special Activities  
Executive Officer, Office of Computer Services  
Executive Officer, Office of Scientific Intelligence  
Executive Officer, Office of Special Projects  
Executive Officer, Foreign Missile & Space Analysis Center

SUBJECT : Notice Designating Key Officers

1. It has been standard practice within the Directorate to have prepared for Mr. Duckett's signature a notice advising when a Deputy Director will be acting during the absence of an Office Director. Because it is understood and is, in fact, a responsibility of a Deputy Director to act in the absence of a Director, it will no longer be necessary to have such notification published.

2. In instances wherein it might be necessary for someone other than the Deputy Director to serve in an acting capacity, a notice will be required. Timely preparation of such notices for the signature of Mr. Duckett will be appreciated.

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Executive Officer  
Directorate of  
Science and Technology

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